



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Tuesday, January 21, 2020
Notice of Governing Board Regular Meeting

Regular Meeting of the Grossmont-Cuyamaca Community College District
Tuesday, January 21, 2020
Public Session-5:15 p.m., followed by Closed Session
Cuyamaca College, Student Center, Room I-207-208
900 Rancho San Diego Parkway, El Cajon, CA 92019

In compliance with the Americans with Disabilities Act, the Grossmont-Cuyamaca Community College District will make every effort to honor requests for reasonable accommodations made by individuals with disabilities [ADA Title II, Sec. 202, 42 USC 12132]. If you need accommodation please call 48 hours in advance of the scheduled meeting at (619) 644-7569.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to Governing Board Trustees for the Grossmont-Cuyamaca Community College District in advance of the meetings, may be viewed at the Governing Board meeting, or online at <https://go.boarddocs.com/ca/gcccd/Board.nsf/Public>, or at the Chancellor/Governing Board District Offices North, 8800 Grossmont College Drive, El Cajon, CA.

Board reserves the right to modify the order of business as it deems appropriate.

1. Call to Order

Subject **1.1 Call to Order, Room I-207-208**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 1. Call to Order

Access Public

Type Procedural

Subject **1.2 Pledge of Allegiance**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 1. Call to Order

Access Public

Type Procedural

2. Open Session

Subject **2.1 Announcement Open Session**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 2. Open Session

Access Public

Type Procedural

Subject 2.2 Public Comment / Presentation

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 2. Open Session

Access Public

Type Procedural

Items on the Agenda—People who wish to address the Board about an item on the agenda should submit a Request for Public Presentation (white card) to the Board Secretary prior to commencement of the meeting. Requests may also be submitted later in the meeting, but prior to Board consideration of the item. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers.

In accordance with Education Code Section 72121.5, citizens are invited to participate in the governance system of the District.

Items not on the Agenda—Persons wishing to speak on items not on the agenda should submit a *Request for Public Presentation* (blue card) to the Board Secretary prior to commencement of the meeting. The Board shall take no action other than an action of referral. Each speaker shall be limited to four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers. The Board may refer items to the Chancellor for follow-up. Requests to have presentation item(s) placed on the agenda must be submitted at least two weeks prior to the Board meeting, in accordance with *BP 2340 Agendas*.

3. Approval of Minutes

Subject 3.1 Approval of Minutes for December 13, 2019, Regular Meeting

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 3. Approval of Minutes

Access Public

Type Action, Minutes

Recommended Action Motion to approve the December 13, 2019, regular meeting minutes, as presented.

Minutes [View Minutes](#) for Dec 13, 2019 - Notice of Governing Board Regular and Organization

Motion & Voting

Motion to approve the December 13, 2019, regular meeting minutes, as presented.

Motion by Debbie Justeson, second by Brad Monroe.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

4. Call for Changes to the Docket of Business

Subject 4.1 Changes to the Docket of Business

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 4. Call for Changes to the Docket of Business
Access Public
Type Information

5. Reports of the Governing Board Members

Subject 5.1 Governing Board Member Reports

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 5. Reports of the Governing Board Members
Access Public
Type Information, Reports

Governing Board Members will provide reports and activity updates.

6. Report of the Board President

Subject 6.1 Report of the Board President

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 6. Report of the Board President
Access Public
Type Information, Reports

The Governing Board President will provide a report and activities update.

7. Report of the Chancellor

Subject 7.1 Monthly Site and Facilities Project Status Reports for the Governing Board

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 7. Report of the Chancellor
Access Public
Type Information, Reports

The following reports are provided to the Governing Board:

1. Grossmont College President's Report
2. Cuyamaca College President's Report
3. District Services Report
4. Facilities Project Status Report

File Attachments

[Grossmont President Board report 01.21.20.pdf \(459 KB\).](#)

[Cuyamaca President Board Report 1.21.20.pdf \(566 KB\).](#)

[District Services Governing Board report 1-21-20.pdf \(193 KB\).](#)

Subject 7.2 2018/19 District Audit Report; refer to item 15.1

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor

Access Public

Type Reports, Discussion

Presented by John Dominguez, CPA of CWDL Public Accountants.

Subject 7.3 Proposition V Bond Building Fund Financial and Performance Audits for the year ended June 30, 2019; refer to item 15.2

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor

Access Public

Type Reports, Discussion

Presented by John Dominguez, CPA of CWDL Public Accountants.

Subject 7.4 2018/19 Auxiliary and Foundation Audit Reports; refer item 15.3

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor

Access Public

Type Reports, Discussion

Presented by John Dominguez, CPA of CWDL Public Accountants.

Subject 7.5 Report of the Chancellor

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 7. Report of the Chancellor

Access Public

Type Information, Reports

8. Development of Consent Calendar

Subject 8.1 Development of Consent Calendar

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 8. Development of Consent Calendar

Access Public

Type Information

Governing Board members will pull items from the docket of business for discussion.

9. Adoption of Consent Calendar

Subject 9.1 Adoption of Consent Calendar

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 9. Adoption of Consent Calendar

Access Public

Type Action (Consent)

Recommended Action Approved as part of the Consent Calendar

Adoption of Consent Calendar—There will be no separate discussion of these items unless a Governing Board member or member of the public requests that particular item(s) be removed from the Consent Calendar for discussion. Any items that are removed will be considered separately. All matters remaining under the Consent Calendar will be approved by one motion. Sufficient backup material will be available in advance so the Board members will have complete data regarding the item.

Governing Board member will vote to approve as requested, all items on the Consent Calendar, except for those items pulled for discussion.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

10. Governance

Subject 10.1 Reschedule Time, Frequency, and Place of Year 2020 Regular Governing Board Meetings

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 10. Governance

Access Public

Type Action (Consent)

Recommended Action To approve reschedule regular Governing Board meeting schedule of the Grossmont-Cuyamaca Community College District for the year 2020.

Summary of Issue: To reschedule the regular meeting on Tuesday, April 21, 2020, location from Grossmont College Griffin Gate to Cuyamaca College Student Center. To reschedule the date and place of the regular meeting, on Thursday, May 21, 2020, in the Cuyamaca College Student Center to Tuesday, May 19, 2020, in the Grossmont College Griffin Gate to the 2020 regular Governing Board meeting schedule of the Grossmont-Cuyamaca Community College District.

The Governing Board will conduct the January to August 2020 regular meetings on the third Tuesday and September to December 2020 regular meetings on the second Tuesday of each month, except for the following months:

- ~~May 21 (third Thursday)~~
- July (no meeting)
- December 15 (third Tuesday)

The meetings will convene to open session at approximately 5:15 p.m.; at the conclusion of the open session, the Board will adjourn to closed session.

The meetings will alternate between the Cuyamaca and Grossmont College campuses, as follows:

<u>Date</u>	<u>Location</u>
January 21	Cuyamaca College, Student Center
February 18	Grossmont College, Griffin Gate
March 17	Cuyamaca College, Student Center
April 21	Grossmont Cuyamaca College, Griffin Gate Student Center
May 24 May 19	Cuyamaca Grossmont College, Student Center Griffin Gate
June 16	Grossmont College, Griffin Gate
August 18	Cuyamaca College, Student Center
September 8	Grossmont College, Griffin Gate
October 13	Cuyamaca College, Student Center
November 10	Grossmont College, Griffin Gate
December 15	Cuyamaca College, Student Center

Special Board meetings may be scheduled on an as-needed basis.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 10.2 Board Policies Update

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 10. Governance

Access Public

Type Action (Consent)

Recommended Review and adopt revisions to Board Policies, as recommended by the Chancellor:
Action BP 2100 - Board Member Elections
 BP 3310 - Records Retention and Destruction

The board policies presented in the attachments are part of the ongoing process of developing and updating board policies to reflect changes in legislation and District administrative and operating procedures. Substantive changes to policies go through Districtwide Executive Council (DEC), District Strategic Planning & Budget Council (DSP&BC), and Districtwide Coordinating Educational Council (DCEC) for a 60-day review process, which includes Districtwide constituency review. DEC, DSP&BC, and DCEC are comprised of representatives from all constituency groups. Administrative procedures to implement board policies are delegated to the Chancellor under BP 2410 Board Policies and Administrative Procedures, and are sent to the Governing Board as information.

Background:

BP 2100 - Board Member Elections - Updated to reflect legislative changes resulting from passage of AB 1150.

BP 3310 - Records Retention and Destruction - Minor changes to the AP by Business Services; no changes to this BP.

File Attachments

[BP 2100 - Board Member Elections.pdf \(258 KB\)](#)

[BP 3310 - Records Retention and Destruction.pdf \(65 KB\)](#)

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

11. Student and Institutional Success

Subject **11.1 College and Career Access Pathways Partnership Agreement Spring 2020 Course Lists for Steele Canyon Charter High School and Health Sciences High and Middle College**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 11. Student and Institutional Success

Access Public

Type Action (Consent)

Fiscal Impact No

Recommended Action Approve the College and Career Access Pathways Partnership Agreement Spring 2020 Course Lists for Steele Canyon Charter High School and Health Sciences High and Middle College, as recommended by the Chancellor.

Summary of Issue: Grossmont-Cuyamaca Community College District (GCCCD) and several independent charter schools entered partnerships governed by AB 288 College and Career Access Pathways (CCAP) Partnership Agreements and approved by the respective governing boards. These agreements allow the parties to continue the collaborative efforts of their dual enrollment programs within the guidelines of a CCAP Agreement for the purpose of expanding dual enrollment opportunities, with the goal of developing seamless pathways from high school to community college for career technical education and preparation for transfer, improving high school graduation rates, and helping high school students achieve college and career readiness. The provisions of the CCAP Agreement establish adherence to various education code requirements pertaining to, among other things, allowances, apportionments, and enrollment.

The GCCCD Governing Board previously approved the 2019-2020 CCAP agreements with Steele Canyon Charter High School and with Health Sciences High and Middle College, along with their course lists for Fall 2019. The Spring 2020 course lists are presented here as Attachment A (Steele Canyon Charter High School) and Attachment B (Health Sciences High and Middle College).

File Attachments

[Attachment A - SCHS Course List Spring 2020.pdf \(115 KB\)](#)

[Attachment B - HSHMC Course List Spring 2020.pdf \(604 KB\)](#)

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

12. Budget and Finance

Subject	12.1 Out-of-State Travel Through Nevada
Meeting	Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	funded by departmental funds
Recommended Action	Grant authority to the Chancellor to authorize Chris Hill and Scott Therkalsen, earth science instructors, and 22 students from Grossmont College to travel into Nevada on Highway 395 as they travel to and from northern California and briefly into Oregon during the period of August 1-8, 2020, for an earth science field course.

INFORMATION IN SUPPORT OF PROPOSAL

1. Summary of Issue

This field course (Geology/Geography 173–Field Explorations, Cascade Range/Modoc Plateau) provides earth science students with a hands-on opportunity to apply classroom and laboratory skills in the field, in areas including the Lava Beds National Monument, McArthur-Burney Falls State Park, and Lassen Volcanic National Park. The students will explore the natural history of the Cascade Ranges and Modoc Plateau including climate, vegetation, meteorology, and geology.

b. Background

The Earth Sciences Department offers a variety of field courses throughout the year. Some of the week-long, 3-unit courses travel within the state of California and to surrounding states. Unlike many of the other sciences, knowledge of earth sciences is mainly acquired from direct study of geologic and other natural phenomena in the field. Students taking our field courses have the opportunity to apply knowledge gained in the earth sciences classrooms and laboratories in a hands-on fashion. In addition, they gain knowledge and understanding directly from field observation.

c. Support of Strategic Planning

Cultivate a student-centered culture of excellence, trust, safety, stewardship, and service.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject	12.2 Out-of-State Travel to Dallas, Texas
Meeting	Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category	12. Budget and Finance
Access	Public
Type	Action (Consent)

Fiscal Impact	Yes
Budgeted	Yes
Budget Source	The Cuyamaca College Phi Theta Kappa (PTK), Alpha Pi Omicron Chapter trust fund and additional student fundraising efforts will be used to pay for airfare/transportation and meals for advisors and students. Scholarships for hotel and registration will be granted by PTK National and Regional for advisors and students attending.
Recommended Action	Grant authority to the Chancellor to authorize Cindy Morrin (Cuyamaca College Counseling Faculty) and Kristin McGregor (Cuyamaca English Faculty) and two to four students to attend the National Phi Theta Kappa Annual Convention and Award Ceremony in Dallas, Texas, from April 2-4, 2020 (dates include travel time and could be more or less, depending on travel arrangements).

Summary of Issue: Two to four students will be selected from Cuyamaca College's Phi Theta Kappa Honor's Society, Alpha Pi Omicron Chapter, to participate in the national leadership and awards conference, PTK Catalyst 2020. Students will be selected based on their participation in events, leadership and service to the college, officer participation, and awards recognition. A list of the names of the students traveling will be provided to the Chancellor's office as soon as they are selected.

Background: Phi Theta Kappa National and Regional organization has selected Cuyamaca College for scholarships to attend the national PTK Catalyst 2020 annual convention. Cuyamaca College has worked hard this past year in becoming a three-star chapter and will be receiving awards and recognition for the chapter leadership this year. The students who will be selected will represent Alpha Pi Omicron chapter for their leadership, service, and academic excellence. This leadership conference will continue to inspire and empower our chapter to continue growing in academic excellence and leadership by serving the college through the 2020 College project and the 2020 Honor's in Action applied research. The two chapter advisors, Cindy Morrin and Kristin McGregor, will chaperone the students and further develop their advisor and leadership skills to guide the students toward academic excellence and continue to move our chapter toward a future five-star chapter.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 12.3 Authorization to Sign Contracts and Purchase Orders

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 12. Budget and Finance

Access Public

Type Action (Consent)

Fiscal Impact No

Budgeted No

Recommended Action Grant authority to Lynn Ceresino Neault, Chancellor; Sahar Abushaban, Interim Vice Chancellor Business Services; and Linda Bertolucci, Senior Director, Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as recommended by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The Governing Board is requested to authorize Lynn Ceresino Neault, Chancellor; Sahar Abushaban, Interim Vice Chancellor Business Services; and Linda Bertolucci, Senior Director, Purchasing and Contracts, to sign contracts and purchase orders on behalf of the District, as authorized by Education Code Section 81656.

Background: Education Code Section 81656 states that the Governing Board may delegate the authority to enter into contracts and to purchase within the limits of Public Contract Code Section 20651. This District is often required to provide proof that the person signing contracts has the authority to do so.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 12.4 Purchase Orders and Warrants

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 12. Budget and Finance

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$74,606,067.30

Budgeted Yes

Budget Source Funded by Various Funds

Recommended Action Ratify the action of the Chancellor in approving the purchase orders and warrants issued during the month of December 2019, and grant authority to execute appropriate documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: In conformance with Board Policy 6330, purchase orders and warrants issued during the month of December 2019, are presented for review.

Fiscal Impact of Proposal

General Fund Purchase Orders	\$ 2,513,160.68
Bookstore Special Revenue Fund Purchase Orders	0.00
Capital Outlay Fund Purchase Orders	53,980,039.51
Trust Funds Purchase Orders	8,602.88
Total Purchase Orders (Attachment A):	\$ <u>56,501,803.07</u>
Purchasing Warrants 85017756 – 85018187	\$ 9,707,495.74
Payroll Warrants	<u>8,396,768.49</u>
Total Warrants:	\$ <u>18,104,264.23</u>
Total Purchase Orders and Warrants:	\$ <u>74,606,067.30</u>

File Attachments

[Attachment A POWJanuary 2020.pdf \(75 KB\)](#)

[Purchase Order Detail Over \\$5,000 December 2019.pdf \(89 KB\)](#)

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject **12.5 Ratification of Signatures on Agreements**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 12. Budget and Finance

Access Public

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Budget Source All transactions are funded either by the Unrestricted General Fund (UGF) or other funds as identified in the individual Fiscal Impact statement. All are 2019-2020 budgets unless otherwise noted.

Recommended Action Ratify the action of the Chancellor in authorizing agreements, and grant authority to accept, budget, and spend any proceeds therefrom.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: The agreements on have been undertaken in keeping with district policies and procedures. The services contracted for by any professional services contracts in this docket are not available within the District, cannot be performed satisfactorily by District staff, and/or are of such a highly specialized or technical nature, that the necessary expert knowledge, experience, and ability are not available within the District; **Attachment A.**

File Attachments

[Attachment A January RATS.pdf \(223 KB\)](#)

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject **12.6 Budget Status Changes**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 12. Budget and Finance

Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$385,799,238.00
Budgeted	Yes
Recommended Action	Accept a report on the current budget status, accept related revenues or revisions, and grant authority to the Chancellor to budget these funds.

A. Summary of Issue

Board policy BP 6250 Budget Management, states the Governing Board shall manage the budget in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The policy also allows transfers between expenditure spend categories to be processed and ratified in total. Any transfers from reserves require advanced Board approval.

B. Support of Strategic Planning

Optimize fiscal resources to ensure organizational integrity, effectiveness, and accountability.

C. Fiscal Impact of Proposal

The following reflects the combined funds available for all District funds:

	Approved Budget	Transfers between Categories	Increases/ Decreases to WB	* Revised Budget
Expenditure Classifications:				
1 Academic Salaries	\$59,331,606	\$(33,110)	\$0	\$59,298,496
2 Classified Salaries	36,602,251	17,086	0	36,619,337
3 Staff Benefits	40,058,153	43,151	0	40,101,304
4 Supplies	6,038,017	(2,725)	17,699	6,052,991
5 Rents, Utilities & Other Oper.	102,140,135	(61,830)	(112,675)	101,965,630
6 Capital Outlay	109,141,446	31,839	700,000	109,873,285
7 Other Outgo & Reserves	31,882,606	5,589	0	31,888,195
Total	<u>\$385,194,214</u>	<u>\$0</u>	<u>\$605,024</u>	<u>\$385,799,238</u>

*Proposed Increases/Decreases:

1. A budget adjustment for the County Foster & Adoptive Parent contract that decreased the budget by \$112,675, for a new total of \$279,020 for 2019-20 for Grossmont College.
2. An increase to the Fund 41 budget of \$700,000 for Cuyamaca College for renovation projects.
3. New 2019-20 Veterans Resource Center ongoing funding allocation for Cuyamaca College of \$17,699.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

13. Public Works Projects

Subject **13.1 Cuyamaca College Student/Veteran Center Tenant Improvements; Reduce Retention to 2%**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 13. Public Works Projects

Access Public

Type Action (Consent)

Fiscal Impact No

Budgeted Yes

Budget Source Proposition V Bond Funds

Recommended Action Grant authority to the Chancellor to reduce retention to 2% for Bid B18.016, Cuyamaca College Student/Veteran Center Tenant Improvements with Nuera Contracting, LP.

Summary of Issue Reduce retention to 2% for the above-listed contract number based upon the contractor's performance and near completion of work.

Background The scope of the Cuyamaca College Student/Veterans Center Tenant Improvements includes refinishing existing spaces to fit the new or revised function of space, including electrical power lighting, HVAC and room finishes for bookstore, convenience store, veterans' center, etc.

Fiscal Impact of Proposal There is no fiscal impact for this action.

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.2 Grossmont College Athletic Field and Track Materials; Notice of Completion and Release of Retention

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 13. Public Works Projects

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$1,632,512.04

Budgeted Yes

Budget Source This project was funded by Local Capital Project Funds

Recommended Action Grant authority to the Chancellor to: a) File a Notice of Completion for CMAS Contract 4-06-78-0031A, with Field Turf, USA, and b) Release retention as allowed in the contract documents.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: CMAS Contract 4-06-78-0031A was issued to Fieldturf, USA. The project is complete and all punch list items have been resolved.

Background: The scope of the Grossmont College Athletic Fields Scoreboard Replacement project included the removal and replacement of the existing football field and running track.

Fiscal Impact of Proposal:

Construction Contract Amount: \$1,717,171.00
Ratified Change Orders: (-\$84,658.96)
Total Construction to Date: \$1,632,512.04
Total Project Budget: \$2,295,429.00

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject 13.3 Cuyamaca College Heritage of the Americas Museum; Ratification of Award

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 13. Public Works Projects

Access Public

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$622,360.00

Budgeted Yes

Budget Source This project will be funded by Local Capital Project Funds

Recommended Action Ratify the action of the Chancellor in awarding Bid B19.015 – Cuyamaca College Heritage of the Americas Museum, to SWCS, Inc., the lowest responsive bidder meeting all terms, conditions, and specifications.

INFORMATION IN SUPPORT OF PROPOSAL

Summary of Issue: Bid documents were sent to 112 bidders in addition to publishing the legal notice and posting on the District website. Seventeen general contractors attended the mandatory pre-bid meeting and job walk. A total of ten bids were received. The award was made as presented in **Attachment A**.

Background: The scope of the Cuyamaca College Heritage of The Americas Museum will include modifications, renovations, and upgrades to the existing museum, which include the following:

- Replace the old hot mopped roof with new single ply vinyl roof
- Replace all flashing on roof & curbs
- Remove the roof skylights and infill opening
- Replace all wood windows with new metal frame, dual glazed, and tinted windows

Fiscal Impact of Proposal:

Original Estimated Contract Cost: \$1,035,562
Construction Contract Amount: \$622,360
Total Project Budget: \$1,349,890

File Attachments

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

Subject **13.4 Resolution 20-006, Directing Staff to Negotiate the Extension of the Project Labor Agreement (PLA) for Projects Funded by Local Bonds, State Bonds, and Other Large Facilities Funding**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 13. Public Works Projects

Access Public

Type Action

Fiscal Impact Yes

Budgeted Yes

Recommended Action Adopt Resolution 20-006, directing staff to negotiate the extension of the project labor agreement (PLA) for construction projects funded by local bonds, state bonds, and other large facilities funding, and as permitted by Public Contract Code 2500, 2501, and direct the Chancellor to execute the necessary contract documents.

INFORMATION IN SUPPORT OF PROPOSAL

a. **Summary of Issue**

The Governing Board is considering a resolution (**Attachment A**) directing staff to negotiate the extension of the PLA. The PLA provides for the involvement of state-approved joint-labor management apprenticeship programs for the training and development of future generations of workers. Currently, the District has a PLA agreement that ends March 2020.

Background

The PLA is a pre-hire collective bargaining agreement with one or more labor organizations that establishes the terms and conditions of employment for a specific construction project. PLAs have been used by both public and private entities since the 1930s.

b. **Fiscal Impact of Proposal**

Actual costs will be dependent upon requirements as they are negotiated in the PLA and other potential impacts through the competitive bidding process.

File Attachments

[Resolution Attachment A.pdf \(87 KB\)](#)

Motion & Voting

Adopt Resolution 20-006, directing staff to negotiate the extension of the project labor agreement (PLA) for construction projects funded by local bonds, state bonds, and other large facilities funding, and as permitted by Public Contract Code 2500, 2501, and direct the Chancellor to execute the necessary contract documents.

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

14. Human Resources

Subject	14.1 Personnel
Meeting	Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category	14. Human Resources
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	Funded by various District and departmental budgets
Recommended Action	Ratify the action of the Chancellor in approving classified and academic personnel actions during the period from November 1, 2019 to January 21, 2020

Summary of Issue:

Ratify the action of the Chancellor in approving classified and academic personnel actions during the period of November 1, 2019 through January 21, 2020.

Personnel actions for the current period are provided in Attachment A. Copies of the personnel reports are maintained by Human Resources.

File Attachments

[2020 JANUARY PERSONNEL ACTIONS ATTACHMENT A.pdf \(162 KB\)](#)

[Interim VC Business Services - Sahar Abushaban - Signed.pdf \(2,155 KB\)](#)

[Interim VP Administrative Services - CC - Nicole Salgado - Signed.pdf \(2,787 KB\)](#)

[Interim VP Student Services GC - Aaron Starck - Signed.pdf \(2,796 KB\)](#)

Motion & Voting

Approved as part of the Consent Calendar

Motion by Bill Garrett, second by Debbie Justeson.

Final Resolution: Motion Carries

Yea: Bill Garrett, Debbie Justeson, Elena Adams, Linda Cartwright, Brad Monroe

15. Information

Subject	15.1 2018-2019 District Audit Report
Meeting	Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category	15. Information
Access	Public
Type	Information

PROPOSAL: Consider the 2018-2019 Grossmont-Cuyamaca Community College District Audit Report, as presented by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL: Each community college district in California is required by the Education Code to provide for an annual audit made by certified public accountants. For a fiscal year ending on June 30, the audit must be received by the State Chancellor's Office by December 31 of that year.

Copies of the audited annual financial report for the year ending June 30, 2019, were submitted to the Chancellor's Office, California Community Colleges; California Department of Finance, Office of State Audit and Evaluation; National External Audit Resource Unit; National Clearing House for Single Audit Reports; Federal Department of Education; Regional Inspector General of Audits; U.S. Department of Education; and Student Financial Aid Audits.

The District's 2018-2019 audit report is attached (**Attachment A**). The audit report is also available electronically on the District website.

The audit for the fiscal year ending June 30, 2019, was performed by the certified public accounting firm of CWDL. The responsibility of the auditors is to express an opinion on whether the financial statements prepared by the District present fairly, in all material respects, the financial position of the District. The audit provides an opinion that the District's statements included in the audit report conform to generally accepted accounting principles and present fairly the financial position of the District. The audit opinion is an unmodified opinion.

Additionally, a Communications Report (**Attachment B**) was prepared by CWDL. The purpose of the report is to ensure that the management and Governing Board of the District receive additional information regarding the scope and results of the audits of the District to assist them in overseeing the financial reporting and disclosure process for which management is responsible.

File Attachments

[Attachment A Grossmont-Cuyamaca CCD Audit Report June 30, 2019.pdf \(2,417 KB\)](#)

[Attachment B - District.pdf \(764 KB\)](#)

Subject **15.2 Proposition V Bond Building Fund Financial and Performance Audits for the year ended June 30, 2019**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 15. Information

Access Public

Type Information

PROPOSAL: Consider the Grossmont-Cuyamaca Community College District *Proposition V* Bond Building Fund Financial Audit and Performance Audit for the year ended June 30, 2019, as presented by the Chancellor.

INFORMATION IN SUPPORT OF PROPOSAL:

The passage of Proposition 39 includes accountability measures. Specifically, the District must conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed [Article XIII A, §1(b) (3) (C)], as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for facilities projects [Article XIII A, §1(b) (3) (D)].

The financial and performance audits for the fiscal year ended June 30, 2019, *Proposition V* (**Attachment A**), were prepared by the certified public accounting firm of CWDL, Certified Public Accountants. The responsibility of the auditors is to plan and perform an audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, and are fairly presented in accordance with generally accepted accounting principles.

The financial audit provides an unmodified opinion that the Building Fund statements included in the audit report present fairly, in all material respects, the respective financial position of the *Proposition V* Building Funds of the District as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

The audit engagement also included performance audit. The objective of the performance audit is to determine with reasonable assurance that the proceeds of the sale of *Proposition V* Bonds were only used for the purposes set forth in the ballot measure and not for any other purpose, including teacher and administrator salaries and other college operating expenses.

The performance audit provides an opinion that the District complied with the requirements for the *Proposition V* Bond proceeds and noted that there were no findings or questioned costs.

Additionally, a Communications Report (**Attachment B**) was prepared by CWDL. The purpose of the report is to ensure that the management and Governing Board of the District receive additional information regarding the scope and results of the audits of the *Proposition V* Building Fund to assist them in overseeing the financial reporting and disclosure process for which management is responsible.

The two reports are also available electronically on the District website.

File Attachments

[Attachment A Grossmont-Cuyamaca CCD Proposition V Audit Report June 30, 2019.pdf \(1,946 KB\)](#)

[Attachment B - Prop V.pdf \(618 KB\)](#)

Subject **15.3 2018-2019 Auxiliary and Foundation Audit Reports**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 15. Information

Access Public

Type Information

PROPOSAL: Consider the 2018-2019 Foundation for Grossmont & Cuyamaca Colleges Audit Report, and the 2018-2019 Grossmont-Cuyamaca Community College District Auxiliary Organization Audit Report.

INFORMATION IN SUPPORT OF PROPOSAL:

Auxiliary and Foundation organizations are required by the Education Code to provide for an annual audit conducted by certified public accountants.

Distribution of the Auxiliary's and Foundation's published audited statements of their financial condition can take place at a regularly scheduled meeting of the District's Governing Board. The audit reports are attached (Foundation for Grossmont and Cuyamaca Colleges, **Attachment A**; and Grossmont-Cuyamaca Community College District Auxiliary Organization, **Attachment B**).

Additionally, these audits are filed with Secretary of State and Attorney Generals office, and distributed to the members of the Foundation for Grossmont and Cuyamaca Colleges Board. The reports are also available electronically on the District website.

The audits for the fiscal year ending June 30, 2019, were performed by the certified public accounting firm of CWDL. The responsibility of the auditors is to express an opinion on whether the financial statements prepared by the Foundation and Auxiliary present fairly, in all material respects, the financial position of the Foundation and Auxiliary. The audits provide an unmodified opinions that the Foundation's and Auxiliary's statements included in the audit reports conform to generally accepted accounting principles and present fairly the financial position of the Foundation and the Auxiliary. There were no audit findings.

File Attachments

[Attachment A Grossmont and Cuyamaca College Foundation Audit Report June 30, 2019.pdf \(953 KB\)](#)

[Attachment B GCCCD Auxiliary Organization Audit Report June 30, 2019.pdf \(2,065 KB\)](#)

Subject **15.4 Administrative Procedures Update**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 15. Information
Access Public
Type Information

Summary of Issue: Board policy AP 2410 Board Policies and Administrative Procedures delegates authority to the Chancellor to issue administrative procedures as statements of method to be used in implementing board policy. The administrative procedures presented in the attachments to this item have been reviewed and revised in conjunction with board policies included in the Board Policies Update on this docket of business. Administrative procedures are issued by the Chancellor as part of the ongoing process of developing and updating procedures, and are presented here for information.

Background: New and revised procedures with substantive changes go through the District Executive Council (DEC), District Coordinating Educational Council (DCEC), and District Strategic Planning & Budget Council (DSP&BC) for the 60-day review process. DEC, DCEC, and DSP&BC are composed of representatives from all constituency groups.

AP 3310 Records Retention and Destruction - Minor change by Business Services

File Attachments
[AP 3310 - Records Retention and Destruction.pdf \(239 KB\)](#)

16. Staff Communications

Subject 16.1 Staff Communications

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 16. Staff Communications
Access Public
Type Information

17. Closed Session

Subject 17.1 Public Comment / Presentation

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting
Category 17. Closed Session
Access Public
Type Procedural

Items on the Agenda—People who wish to address the Board about an item on the agenda should submit a Request for Public Presentation (white card) to the Board Secretary prior to commencement of the meeting. Requests may also be submitted later in the meeting, but prior to Board consideration of the item. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers.

In accordance with Education Code Section 72121.5, citizens are invited to participate in the governance system of the District.

Items not on the Agenda—Persons wishing to speak on items not on the agenda should submit a *Request for Public Presentation* (blue card) to the Board Secretary prior to commencement of the meeting. The Board shall take no action other than an action of referral. Each speaker shall be limited to four minutes per topic, twenty minutes maximum for public speakers on any one subject, regardless of the number of speakers. The Board may refer items to the Chancellor for follow-up. Requests to have presentation item(s) placed on the agenda must be submitted at least two weeks prior to the Board meeting, in accordance with *BP 2340 Agendas*.

Subject **17.2 Adjourn to Closed Session, I-209 Room: Pursuant to Government Code section §54957 for public employee(s) discipline/dismissal/release; section 54956.9 to conference with legal counsel - cases of potential litigation; and section 3549.1 to confer with the District Chief Negotiator, Tim Corcoran, regarding bargaining matters concerning Administrators' Association, American Federation of Teachers (AFT), California School Employees Association Chapter 707 (CSEA), and confidential administrators and staff.**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 17. Closed Session

Access Public

Type Information, Procedural

In accordance with the Ralph M. Brown Act, the Governing Board will adjourn to closed session, following the conclusion of the open session, in the Cuyamaca College Student Center, Room 3 (I-209); pursuant to Government Code section §54957 for public employee(s) discipline/dismissal/release; section 54956.9 to conference with legal counsel – cases of potential litigation; and section 3549.1 to confer with the District Chief Negotiator, Tim Corcoran, regarding bargaining matters concerning Administrators' Association, American Federation of Teachers (AFT), California School Employees Association Chapter 707 (CSEA), and confidential administrators and staff.

18. Reconvene in Open Session

Subject **18.1 Announcement of Action Taken in Closed Session (if applicable)**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 18. Reconvene in Open Session

Access Public

Type Procedural

Announcement closed session items; (if applicable).

19. Adjournment

Subject **19.1 Adjournment**

Meeting Jan 21, 2020 - Notice of Governing Board Regular Meeting

Category 19. Adjournment

Access Public

Type Procedural